

CECIL TOWNSHIP CONSTRUCTION PERMIT APPLICATION

(All pertinent information must accompany the application or it will not be accepted.)

H – Required for Residential Home or addition **C** – Required for Commercial Structure **A** - Required for Accessory Structures

1. Copy of plot or site plan showing the following: (As applicable)

- H C A [] Property Lines
- H C A [] All setback lines
- H C A [] Any easements, wetlands, flood plains or other
- H C A [] Location of structure
- H C A [] Proposed rain conductor and storm water control/outlets
- H C A [] Elevation of the Structure if in floodway
- H C A [] Elevations of the property
- H C A [] Driveway location and grades
- H C A [] Any proposed retaining walls and height

A sealed survey may not be required for accessory use structures and small additions; however, you will be required to sign a waiver (available from the building department).

2. Construction Drawings (*Accept for swimming pools, Accessory structures under 1000 sq. ft. are exempt*)

- H C A [] Two (2) complete sets of construction drawings, (sealed by a PA Licensed Architect “C” only).
- H C A [] Footer and foundation details
- H C A [] Window schedules, egress and safety glassing to be identified
- H C A [] Framing details
- H C A [] Lumber grade and/or design standard
- H C A [] Complete floor and wall cross section details
- H C A [] Stair details
- H [] Basement egress
- H C [] Mechanical details
- H C [] Smoke detector layout
- H C [] Sprinkler details (*If applicable*)
- H C [] Fire alarm plan (*If applicable*)
- H C [] Fire resistant requirements (*If applicable*)
- H C [] Attic / Roof access
- H C [] Plumbing schematic and calculations showing that the plumbing meets UCC
- H C [] Documentation proving the structure meets energy code requirements of the UCC (Res check or Com check)
- H C A [] Sufficient details to show that the structure meets the Uniform Construction Code of Pennsylvania (UCC)
- C [] A complete set of ADA details for commercial buildings

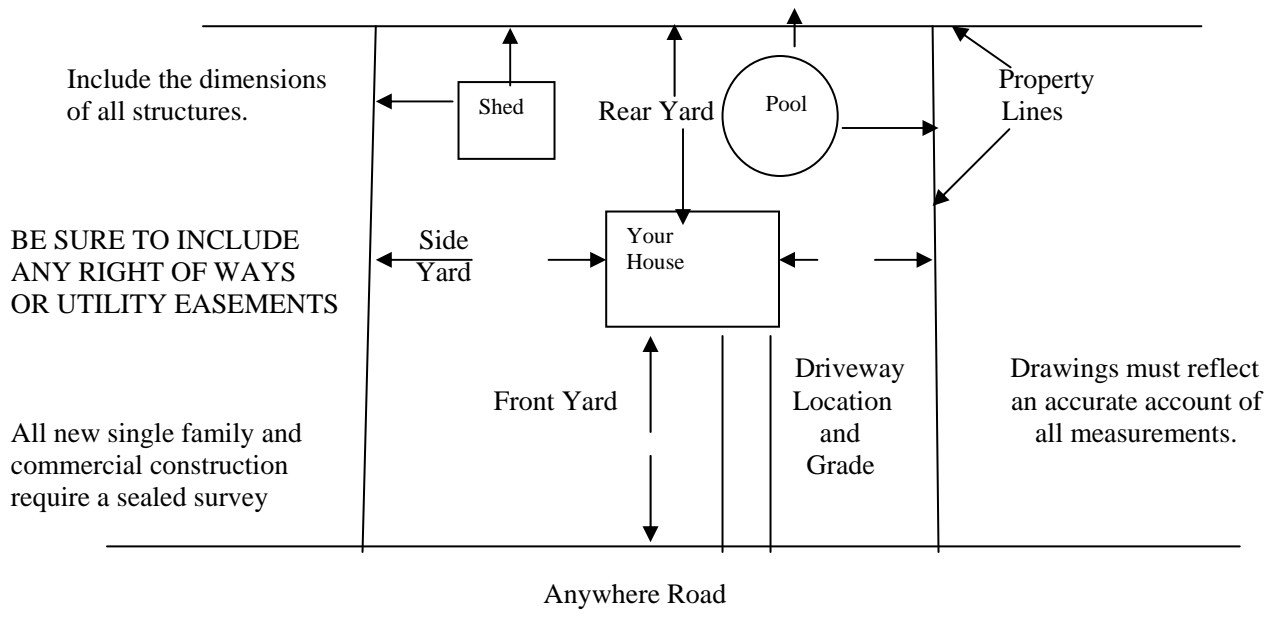
3. Miscellaneous

- H C [] Sewage / septic approval letter
- H C [] Proposed water supply (Certificate of potable required for occupancy)
- H C [] Highway Occupancy Permit, for state roads
- H C A [] Certificate of Workers’ Compensation Insurance for builder or waiver
- H C A [] All other requirements as described on the instruction page must be complete
- A [] For swimming pools Proposed fencing must be shown on plot plan

1. Attach a copy of a plot plan showing the proposed location of the structure, existing building lines, property lines, easements, elevations and proposed rain conductor drainage. The proposed elevations and driveway location must meet the Township Driveway Standard C-11 (attached). See diagram below for required distances from property lines, which vary by zoning district and are available at the Zoning Office.
2. A sealed survey may not be required for accessory use structures; however, you will be required to sign a waiver (available from the building department).
3. Attach two (2) complete sets of construction drawings showing details of construction, materials being used, footers, etc. (Footer depth in Cecil Township is thirty six (36") inches to bottom of footer. All construction must comply with the International Building Code as prescribed by the Township and State of Pennsylvania.
4. Check the appropriate space. If other, describe. (Remodel, alteration, trailer, etc.)
5. Name of the person applying for the application. (The property owner is the applicant)
6. Address of the property owner.
7. Person or business to occupy space. If a business or tenant, include suite number of the space where work is being done.
8. Total estimated cost of the project.
9. Address of property where work is being done; be sure to include suite or PO number. (If same as above, write "same"). Tax ID and Lot No. (available at Tax Office). Plan Name, i.e. Maple Ridge Commons.
10. Person or company doing the work and phone where they may be contacted. Any person or persons doing work on property utilizing employees must provide proof of Workers' Compensation Insurance.
11. Zoning district - available at the Zoning Office. Distance from the property lines to the proposed project on all sides. If you will be adding a driveway or other access from a Township or State Road, a driveway or highway occupancy permit will be required.

After the application is submitted and all required documentation is received, the application will be reviewed and either approved or denied within 15 days for residential or 30 days for commercial applications. You will be notified within the time frame specified as to the status of the application.

All applications for new commercial and residential construction require an approved sewage permit from either the Township Municipal Authority, Sewage Enforcement Officer or other approved sewage disposal agency prior to acceptance. If you will be tapping into a municipal sewer line you must contact the Municipal Authority at 724-746-4848 or if you are going to be using an on lot system contact the Washington County Sewage Council at 724-223-0504. If you have an existing system or tap and are going to increase the number of people using that system, you will have to talk to the proper sewage official.



CECIL TOWNSHIP CONSTRUCTION PERMIT APPLICATION

Application is hereby made for a Construction Permit under the Cecil Township Ordinance, and PA.UCC

(PLEASE PRINT IN INK OR TYPE)

- 1) The location of the structure(s) or alteration(s) is according to the attached, signed plot/site plan of the lot
- 2) Attach complete set of construction drawings
- 3) Application is for: ☐ New Construction ☐ Addition ☐ Tenant Space ☐ Other: _____
- 4) Property Owner: _____ Phone Number: (____) _____ - _____
Address: _____ City: _____ State: _____ Zip: _____
- 5) Person(s) or Business name to occupy space: _____
- 6) The structure(s) and/or alteration(s) is/are to be used for: _____
- 7) Estimated cost of construction \$ _____.
- 8) Address of property where work is to be preformed:

Address: _____ City: _____ State: PA Zip: _____
LOCATION OF PROPERTY IN CECIL TWP.

Tax ID No. 140- _____ Lot No. _____ Plan Name: _____

- 9) Contractor: _____ Phone Number: (____) _____ - _____
Description of work to be done: _____

- 10) Zoning District: _____ Lot Size: _____ (acres) Driveway Permit Required: ☐ Township ☐ State ☐ N/A
Distance from property line to structure: (in feet) Front _____ Rear _____ Left Side _____ Right Side _____

NOTICE

THE APPLICANT AGREES TO COMPLY WITH THE PROVISIONS OF ALL LAWS AND ORDINANCES RELATING TO ZONING AND BUILDING IN CECIL TOWNSHIP. THE APPLICANT HEREBY CERTIFIES THAT THE FACTS AND REPRESENTATIONS PRESENTED IN THIS APPLICATION AND ACCOMPANYING DOCUMENTS ARE TRUE AND ACCURATE TO THE BEST OF HIS/HER KNOWLEDGE, AND AGREES THAT ALL OFFICIAL NOTICES MAY BE MAILED TO HIM/HER AT THE ADDRESS ABOVE.

IT IS UNDERSTOOD AND AGREED THAT UPON COMPLETION OF SUCH CONSTRUCTION OR ALTERATION, NOTICE SHALL BE GIVEN TO THE CECIL TOWNSHIP BUILDING DEPARTMENT. OCCUPANCY IS PROHIBITED UNDER THE CECIL TOWNSHIP ORDINANCE AND THE INTERNATIONAL BUILDING CODE WITHOUT AN OCCUPANCY PERMIT.

ACCORDING TO THE CECIL TOWNSHIP ZONING ORDINANCE, NO PERMIT FOR THE ERECTION, RAZING, CHANGE, ALTERATION, OR REMOVAL OF BUILDINGS SHALL BE VALID OR EFFECTIVE AFTER THREE (3) MONTHS FROM THE DATE OF ISSUANCE THEREOF AND SHALL THEREAFTER BE VOID. ONCE WORK IS INITIATED UNDER A VALID PERMIT, THE PERMIT SHALL BE VALID FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF ISSUANCE, AS LONG AS CONSTRUCTION IS DILIGENTLY PURSUED.

SIGNATURE: _____ PRINT NAME _____ Date: _____
(Property Owner / Agent)

FOR TOWNSHIP USE

Sewage / Septic Permit Issued Date: _____ PERMIT NUMBER: _____

Building Permit Fee: _____ Actual square feet: _____ Cost per square foot: _____

State Fee: \$4.00

Occupancy Permit _____

Plan Review : _____

Total Cost: _____

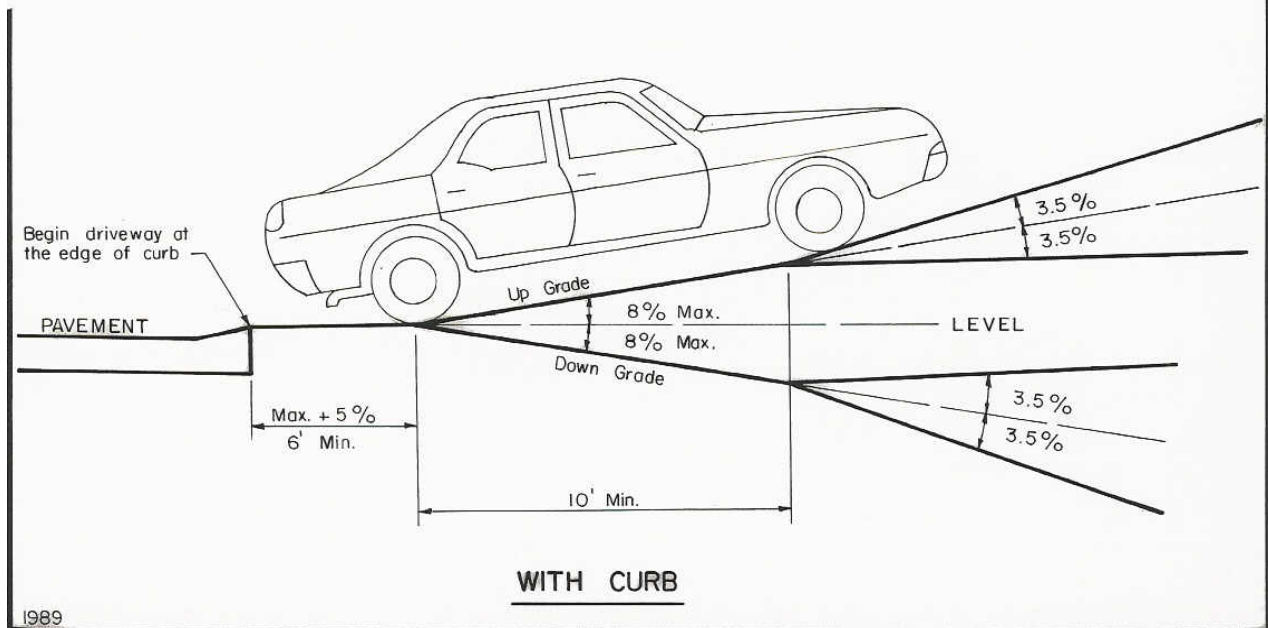
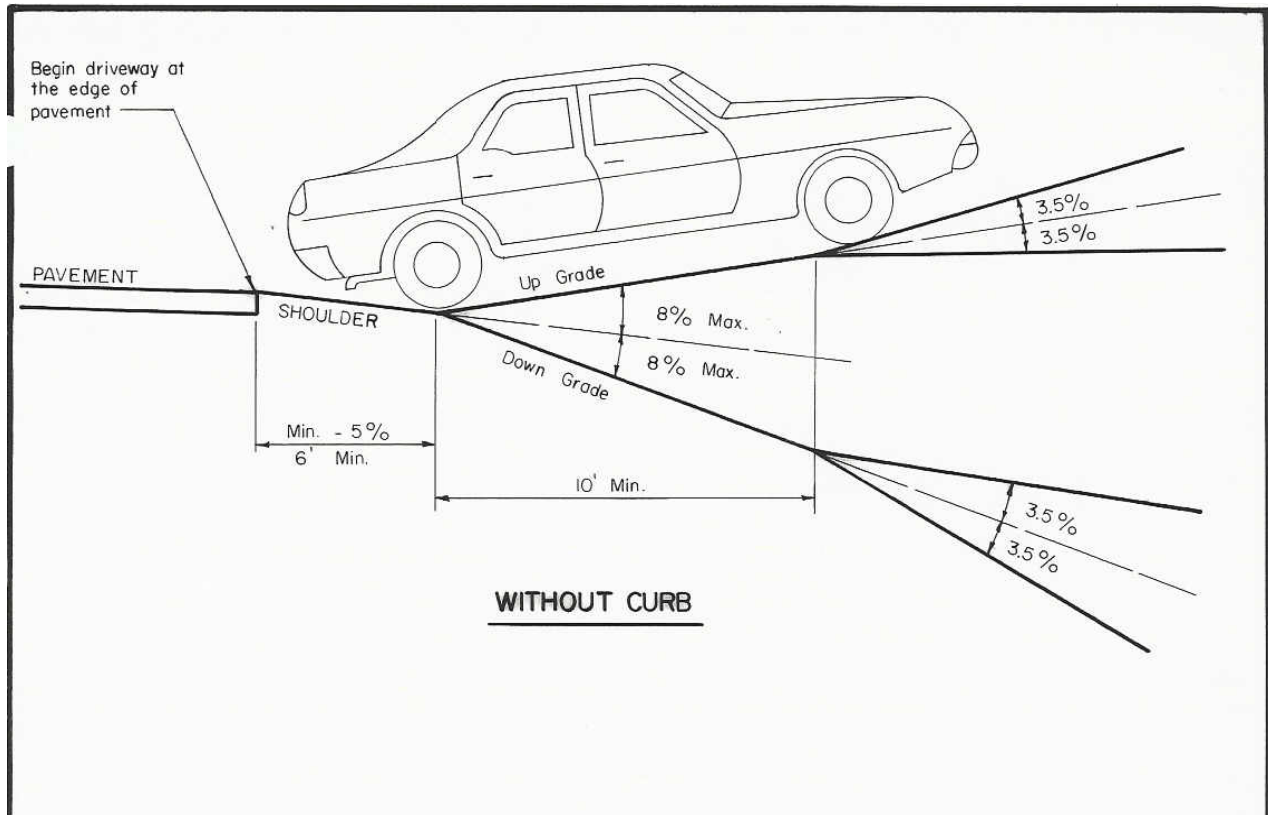
Comments:

Zoning Officer: _____ Date: _____

☐ Approved ☐ Denied

Building Code Official _____ Date: _____

Accessory buildings under 1000 Sq. Ft and without mechanicals or electricity are exempt from building code requirements



1989

REVISIONS:

TYPICAL DRIVEWAY STANDARD

CECIL TOWNSHIP
WASHINGTON COUNTY, PA.

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